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GUIDING PRINCIPLES and POLICIES

MENNONITE BRETHREN CHURCH MISSIONS

Guiding Principles and Policies

of

Mennonite Brethren Church Missions

Second Edition

"He that winneth souls is wise . . ." (Proverbs 11:30b).

*"And they that turn many to righteousness shall shine as the stars
for ever and ever"* (Dan. 12:3b).

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INTRODUCTION TO FIRST EDITION

The purpose of releasing in print the essence of the principles and policies of the Board of Foreign Missions in its Foreign Missions work is to summarize for its own criterion the Biblical concept and purpose of and the practical lessons learned from missions and missionary workers. But it is also to furnish a guide to the missionaries on the field by which to organize and to carry out the missionary program in the most effective manner.

These guiding principles and field policies are based on the Word of God and the half century of experience in Foreign Missions of our missionaries, the Conference and the Board of Foreign Missions. It is the sincere prayer and hope of the Board that these principles and policies may continue to be instrumental in promoting the great cause of spreading the saving Gospel of our Lord Jesus Christ in many lands. 2 Tim. 2:15.

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INTRODUCTION TO SECOND EDITION

Because of marked changes that are occurring in missionary methods and policies and also to cover areas of responsibility and regulation that were not covered in the first edition, the Board of Missions of the Conference of the Mennonite Brethren Church is herewith issuing the second edition of *Guiding Principles and Policies*.

This issue again goes forth with the earnest prayer that God may use the provisions contained herein to help guide and direct the missionary effort of the Mennonite Brethren Conference to the end of seeing national churches arise which in themselves will become great agents of evangelizing the lost for Christ.

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Guiding Principles and Policies of Mennonite Brethren Church Missions

I. GENERAL PRINCIPLES

A. The Biblical Basis

The missionary responsibility, as conceived by the Mennonite Brethren Church, is stated in the Great Commission of our risen Lord. Matt. 28:18-20; Mark 16:15-16; Luke 24:46-49; John 20:21; Acts 1:8. It is exemplified in the Book of Acts, which gives the record of the first witnesses going forth in the power of the Holy Spirit. It is expounded in the New Testament Epistles, as the early Apostles were led by the Holy Spirit to lay down the fundamental principles of all mission activities. Passages bearing out these principles are: Rom. 1:14-17; Rom. 10:11-17; 1 Cor. 1:24; 1 Cor. 2:1-10; 1 Cor. 3:5-15; 1 Cor. 4:1-5; 1 Cor. 9:14-19; 1 Cor. 2:14-16; 2 Cor. 4:1-11; 2 Cor. 5:14-15; 2 Cor. 5:18-21; Eph. 3:1-12.

Accepting the Biblical teaching as a basis and guide, it shall ever be the endeavor of all our missionary activities:

1. To present the saving Gospel of Jesus Christ to everyone in the area of a mission field.
2. To baptize those who accept Jesus Christ by faith.
3. To organize and establish such believers in local churches for nurture, mutual edification, fellowship, instruction and service.
4. To unite the local churches of a field into an organized conference and national convention which is the church that continues the proclamation of the Gospel, directs and regulates its own church affairs and meets its own financial requirements.

B. Fundamental Concept and Purpose of Missions

1. Missions is the response to the command of our Lord to preach and teach the Gospel to every creature. The objective of evangelism is the calling out of a church for the Lord Jesus Christ. The Church itself is God's instrument for evangelism. The planting of local churches as agents of evangelism is thus the central objective of the missionary program.

2. The character of the true Church must find its expression and test in scriptural discipleship of the believer. "So likewise whosoever he be of you that forsaketh not all that he hath, he cannot be my disciple" (Luke 14:33). The consistent relationship of a professing faith and a sanctified life constitute the basic testimony and strength of an evangelistic church.

3. The permanent aspect of the mission program rests in the national church, with its roots in Jesus Christ, its direction in the Holy Scriptures, and its organizational operation adapted to its respective culture. The missionaries and the mission program are a means to an end and must be looked upon as temporary in the building of a national church.

4. The criterion for the evaluation of every phase of the world-wide mission program is to rest in the issue: How does it contribute to the building of a national evangelistic church?

5. A mission program is subject to periodic evaluations on the basis of accepted standards established for a specific area to govern the development of the national church.

6. Instead of concentration of sizable groups of missionaries on stations or one area, the strategy is to assign missionary personnel to specific departments of responsibility relating to the whole field.

7. The value of the witness of a new convert is to receive central importance in the establishment of a national church. If the new convert is not encouraged to witness immediately after his conversion and become part of the fellowship of true believers, the most effective avenue of contacting the people for Christ is lost.

8. In close observation of each field and in consultation with the national church and missionary personnel, the home Board, through its administrative staff, seeks to give direction and counsel in matters of mission strategy. The church fellowship on the field, in consultation with the missionary, determines the most effective tactics of procedure.

9. The churches at home, in obedience to the scriptural exhortation, (Acts 4:23-31; Eph. 6:18-19) accept the responsibility for continuous intercession that the Gospel of Christ will be preached in boldness and with power and assume the responsibility of faithful stewardship to provide the necessary means to carry out the assignment of Christ to His Church.

II. THE CHURCH

A. Main Objective

In keeping with the Biblical basis as outlined under *General Principles* on page 6, it is the first objective of the missionary program of the Mennonite Brethren Conference to win souls to Christ and establish the Church. The church itself is God's instrument for evangelism. The planting of churches in our mission fields as agents of evangelism constitutes the central objective of the mission program. Mark 16:15; Matt. 28:18-20; Luke 24:47; Acts 2:47; Acts 20:28.

B. The National Church

The national church is to be established in its own culture, with utmost care to avoid the influence of a foreign culture upon the development of the national church. The Biblical pattern has proven sufficient for all time and places and does not prescribe any particular organizational form of operation. Directives offered in a later paragraph are suggestive and may be modified to fit different situations and cultures.

C. The Local Church

1. POWERS

The New Testament teaches the organization of local indigenous churches with powers of self-government. 1 Cor. 16:19; Rom. 16:5; 1 Cor. 14:23-40.

2. LEADERSHIP

The spiritual leadership in the local church is not necessarily a paid leadership. It may be exercised by elected leaders, elders or deacons who are self-supporting. 1 Tim. 3.

3. INSTRUCTION AND PROPAGATION BY THE LOCAL CHURCH

Every local church is a center of worship, of instruction in the Word of God, of spiritual ministry, of instruction in the way of Christian living, and in the ministry of prayer, witnessing and self-propagation. 2 Tim. 4:1, 2.

4. ORGANIZATION

The organization of the national believers is to be simple, with main emphasis on fellowship and mutual counsel and with a minimum of centralized authority. Local groups of believers must assemble or worship regularly and by fasting and prayer ask God to direct them in the election of their local spiritual leader. At the initial organization of such a fellowship, the missionary offers the necessary guidance and assistance. After a spiritual leader has been provided, other offices can be filled by a procedure of election or appointment.

5. SELF-SUPPORT

The local church makes provision from the beginning for gathering the support for maintaining its services and buildings for worship. Such support shall be included in its stewardship, offerings and contributions gathered in a systematic manner. "God loveth a cheerful giver." The bringing in of tithes

and offerings for the worship of the Lord is a part of worship and a part of the life of a church. Deut. 16:16b and 17; Rom. 12:8; 2 Cor. 9:7; 1 Cor. 16:1, 2.

6. ITINERANT MINISTRY

It is sometimes found to be expedient to have an itinerant ministry where one pastor has the oversight of several indigenous churches. In such cases all groups served contribute to the support of the itinerant pastor. 1 Tim. 5:17, 18; 1 Cor. 9:13, 14; Matt. 10:10.

7. ESTABLISHING NEW LOCAL CHURCHES

Every church established shall be self-supporting from the beginning. In cases where a pastor is salaried, the church shall operate independently of foreign funds. In places where property and materials are too expensive for the group to provide a house of worship, arrangements may be made with the mission to grant assistance for this purpose. Newly-established church groups may provisionally gather in homes for worship. 1 Cor. 16:19.

D. The National Church Conference

1. PURPOSE

To foster an inter-church fellowship and create channels for mutual edification of local churches, mutual assistance, expansion of evangelism and operation of needed institutions and promote the general assignment of Christ as given to the Church.

The organization of a conference or fellowship association is to be sought as soon as a number of local churches have been organized to implant in the church in the early stage of its development the consciousness of the unity of a larger brotherhood.

2. TIME AND PLACE OF MEETING

At the meeting of the conference it is to be decided how often and where the conference is to meet.

3. ORGANIZATION

Towards the close of each conference, officers for the following conference term shall be elected. The officers in a general structure are:

- a. Chairman of the conference who presides at all meetings and serves as the leader of the conference.
- b. Assistant chairman who shares the responsibilities of the chairman and acts in his absence.
- c. Secretary who records minutes and does the corresponding for the conference.
- d. Treasurer who handles the funds.

The offices of secretary and treasurer may be combined in one person.

The spiritual program for such fellowship gatherings is to be prepared by the above-given officers of the conference together with two elected members who constitute the program committee.

4. GOVERNMENT

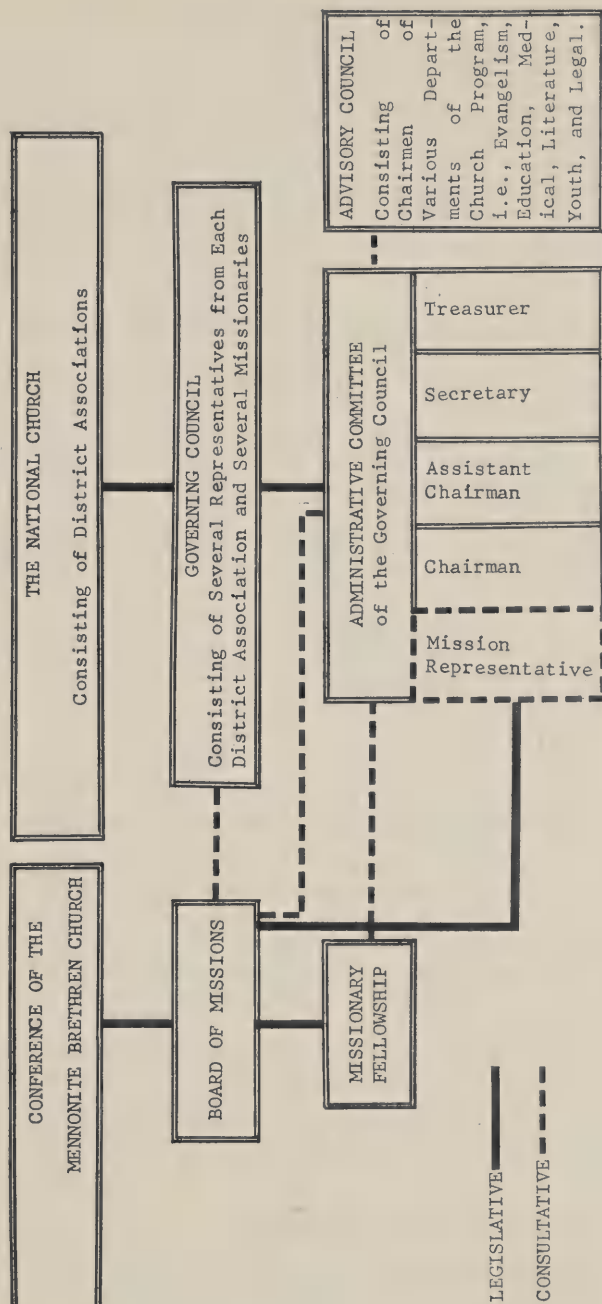
The government of the conference in organization and responsibility shall be

consistent with Biblical principles and adapted to the existing culture and prevailing needs of the Church in its national setting. A general pattern of such organization is found on page 11 which is to serve as a basic guide for the organization of the governing bodies in various parts of the world. See the chart on page 11 entitled *Organizational Relationship of the Conference of the Mennonite Brethren Church with National Churches Abroad*.

5. FOREIGN FUNDS

Outside support shall, in principle, be limited to evangelism and the training program of the national church. Even this assistance must be channelled through the organization of the national church as soon as there is an organized body.

E. Organizational Relationship of the Conference of the Mennonite Brethren Church with National Churches Abroad



III. THE MISSIONARY

A. The Missionary Call

The missionary is an ambassador of Jesus Christ. His call has been acknowledged by the home church with the laying on of hands. He is sent out by the Holy Spirit and the Church according to Acts 13:1-4. His assignment is to preach the Gospel, to teach the Word of God and to establish churches within the Biblical framework and the policy of the Mennonite Brethren Conference. The missionary's service on the field is under the direction of the Board of Missions and in brotherly cooperation with the national church.

B. His Relationship and Position in the Assignment

The missionary is the chosen instrument of God, recognized and confirmed by the Church to carry out the assigned purpose of God through the work and direction of the Holy Spirit. In keeping with the aim of missions, he accepts the responsibility of becoming "all things to all men" (1 Cor. 9:22) that he may win the lost and prove to be an effective instrument in the purpose of God to establish His Church.

The missionary constitutes a temporary aspect of a church-building program. He serves as an instrument in the propagation of the Gospel for the purpose of establishing a local national church. He is prepared to evaluate the effectiveness of his service from the standpoint of the fruits of his ministry, with the absence of any spirit of domination and aspiration to leadership in the national church. He steps more and more into the background as soon as there are national believers who are able to assume responsibility for their own people.

The missionary shall ever be concerned to complete the task of establishing a national church in the shortest time possible and move to a new field.

C. His Relationship to the National Church

After a national church has been established, the missionary is considered a co-laborer of the national brethren. He functions within the body of the church on a basis of equality with any other members of the national church. Although he may be eligible to hold office within the church or its committees, he is to serve on an equal basis and in full cooperation and in brotherly consideration so as not to dictate the policies in the church. To this end, the following provisions shall be observed:

1. Missionaries invited by the national church to serve on some of their committees can constitute only a small minority of such a committee.

2. In every legislative body of the governing organization of the national church, the missionary serves only as an advisor and does not accept offices within the organization of the national church.

D. Areas of His Ministry

1. PIONEER WORK IN UNOCCUPIED AREAS OF THE WORLD

The missionary, as God's instrument for evangelism, enters into a new area to preach the Word of God, to teach and instruct the people in the truth of

the revealed Word, to lead them to Christ, to nurture them in the faith, to establish a national church, and thus complete the first stage in the great responsibility of his missionary assignment.

2. WITHIN THE NATIONAL CHURCH

a. After the church has been established, the missionary carries the responsibility to maintain the fervor of evangelism within the younger churches by example and teaching.

b. In keeping with the Word of God, the missionary, through his teaching ministry, labors to strengthen and establish the Church.

c. The training of national leadership able to assume responsibility for a divine calling and assignment constitutes a very central responsibility of the missionary. This he must consider as an assignment of primary importance after the church has come into existence. The first stage in such a training program rests in the missionary's ability and willingness to share his life with individual national brethren in a relationship as exemplified by Paul and Timothy. His work in direct fellowship with the nationals constitutes the basic approach for the training of national leadership.

The provision of training schools in the form of Bible institutes and Bible colleges presents the second area of responsibility of the missionary in his relationship to the assignment within the national church. (For basic pattern of training program, see *Policies to Govern the Bible and Leadership Training Program on Mennonite Brethren Mission Fields*, pages 41 and 42.

3. TECHNICAL AND PROFESSIONAL MINISTRIES

To utilize every means available for the proclamation of the Gospel, missionaries must be assigned to specialized ministries in such fields as radio, literature production, linguistics, medicine and education.

E. Standards of Qualifications

Procedure and application for missionary service are outlined in the section on *The Candidate*, pages 18 to 20.

IV. FIELD ORGANIZATION AND POLICIES

A. Organization of a Mission

1. THE MISSION

a. The Mission Unit

The program of one contiguous geographic area is regarded as a unit for organization, cooperation in the work and fellowship as well as relation to the Board of Missions.

b. Mission Subdivisions

A mission field may have subdivisions designated as special geographic areas for purposes of organization, administration and fellowship.

2. THE MISSIONARY FELLOWSHIP

a. Purposes

The purposes of the Missionary Fellowship are:

1. To provide opportunity for a spiritual fellowship of the mission personnel in Word and prayer.
2. To share one with another the joys, victories, problems and difficulties of their assignment.
3. To counsel together in matters related to the position and responsibility of their assignment.
4. The Missionary Fellowship is not a legislative body which determines principles and policies affecting the national church, neither does it rule on questions and needs arising within the national church.

b. Meetings

The Missionary Fellowship shall have as many meetings as advantageous. Where there are smaller groups of missionaries in a close geographic proximity, such meetings could be held monthly, bi-monthly or tri-monthly. In cases where the geographical distance makes frequent fellowship meetings inadvisable, it shall be the aim to arrange for at least two meetings annually. In keeping with the purpose of the Fellowship, the meetings are planned and designed for fellowship, prayer and mutual assistance and for consideration of such matters which relate exclusively to the missionary's responsibility of assignment and do not concern the area of responsibility of the national church. The Board of Missions may delegate to the Missionary Fellowship matters which concern mission personnel, strategy and arising needs which affect the missionary only and have no relation to the national church where the latter has already been established.

c. Organization

To facilitate the cooperative function of the missionaries and promote the missionary and national church effort more effectively, a Fellowship shall be organized. Where the number of missionaries on the field is numerically large enough to justify formal organization, the missionaries select two candidates each for the positions of chairman and secretary and submit them to the Board of Missions. From the submitted list, the Board elects one person each for the chairman and secretary with a view of having these officers also serve as repre-

sentatives of the mission in the organization of the national church. The term of the above officers shall be three years. The officers are eligible for re-election. The treasurer is elected by the Fellowship by two-thirds majority vote.

In geographical areas where the missionary staff exceeds the number of twelve, the Missionary Fellowship is at liberty to frame a simple constitution by which it regulates its proceedings and functions. Such a constitution, however, must be in harmony with the *Guiding Principles and Policies* of the Board of Missions and should have Board approval.

d. Duties of the Officers within the Framework of the Missionary Fellowship

1. *The chairman* is to preside at all meetings of the Fellowship and with the approval of the other officers he may call special meetings of the Fellowship.

2. *The assistant chairman* shall share in the responsibilities of the chairmanship, and in the absence or inability of the chairman, take his place.

3. *The secretary* shall record and preserve the minutes of the meetings of the Fellowship, and shall send an official copy to the Secretariat of the Board of Missions. He shall also carry on the official correspondence of the Missionary Fellowship.

4. *The treasurer* shall handle all the funds of the mission. He is to receive remittances sent by the Board of Missions through its treasurer for the maintenance and purposes in general of the mission. He is to make all payments on behalf of the mission as stipulated in an approved budget authorized by the Board of Missions. He is to keep the funds of which he is in charge on deposit in a reliable bank or banks and keep accurate records of receipts, payments and balances. He shall prepare and submit a monthly financial report to the Administrative Committee and to the Board of Missions, accompanied by appropriate correspondence, if necessary, relative to financial condition of the mission.

3. THE MISSION ADMINISTRATIVE COMMITTEE

a. Membership

The Mission Administrative Committee on the field shall consist of the chairman, secretary (who is also assistant chairman) and the treasurer of the Missionary Fellowship elected according to specifications under *The Missionary Fellowship Organization*, pages 14 and 15.

b. Duties

1. It shall be the duty of the Mission Administrative Committee to carry on the general mission administration of the field in line with Board of Missions policies in close contact with the home Administrative Secretariat.

2. The Mission Administrative Committee represents the Board of Missions in its relations and cooperative program with the governing body of the Menonite Brethren Church of the respective country in which it is located.

3. The Mission Administrative Committee shall bear the responsibility of watching over the spiritual lives of the various mission workers and look after their welfare in relationships, concerns and problems. It shall further be the duty of this Committee to counsel with, advise, guide as well as admonish staff members and also counsel with the home Board through the Administrative Secretariat regarding the spiritual welfare and status of the staff as a whole.

4. The Mission Administrative Committee, through its chairman, serves as the immediate representative of the home administration, with which it is to keep in constant touch regarding principles and policies to be pursued on the mission field, to implement Board resolutions, and to keep the home administration informed concerning current activities and developments as well as of spiritual and material needs for the field and to study long-term policies and field principles.

5. To keep the missionaries on the field informed as to the policies and plans of the Board and to be informed on the needs of the work on the field in general.

6. All matters related strictly to mission affairs are handled by the Mission Administrative Committee.

7. New and returning missionaries, upon arrival on the field, who have not been specifically assigned by the home Board, will receive assignment by the Administrative Committee in keeping with principles of procedure as outlined under *The Assigning of Missionaries*, page 29.

8. The Mission Administrative Committee may appoint other committees necessary to carry out the program and assignment committed to them.

c. Duties of the Officers of the Mission Administrative Committee

1. *The chairman* of the Mission Administrative Committee presides at all meetings. He acts in an advisory capacity to the various field committees in their areas of responsibility and is recognized as ex officio member of all mission committees on the field. He prepares an annual report for the use of the home administration and Board.

In cases where the Mission Administrative Committee cannot reach an agreement on important matters of policy and administration, the chairman is authorized to consult with the home Administrative Secretariat and together with them make the final decision.

2. *The Secretary* shall also serve as the assistant chairman of the Mission Administrative Committee. It is his responsibility to record all minutes, to carry out the correspondence of the Mission Administrative Committee and to assume the responsibility of the chairman in case of his absence or disability.

3. *The treasurer* shall assume all responsibilities as outlined under *Duties of the Officers Within the Framework of the Missionary Fellowship*, page 15.

4. DEPARTMENTAL ORGANIZATION

a. The various areas of service on a mission field—evangelism, education, literature and medical service—are all an integral part of the major objective of evangelism and the building of the national church. Great care is to be exercised so that this central objective be retained in the program of all branches of the missionary ministry.

b. The Mission Administrative Committee, together with workers assigned to a specific departmental responsibility, is to elect a departmental committee which assumes the responsibility for the direction, development and effective operation of all areas of such a department. Department chairmen, together with the Mission Administrative Committee, constitute the advisory council for the total program of the mission.

c. National brethren shall be placed into the responsibility of these departmental committees at the earliest time possible, including the chairmanship of such a committee. As soon as the administration of a department is transferred

to the governing body of the national church the respective department chairman and/or committee become responsible to the governing body of the national church.

B. Mission Organization in Relation to the National Church (Conference)

With the establishment of a national church, the mission is considered an assisting agency and the missionary is on loan to the national church. The following pattern of organizational relationship is to be observed.

1. The Mission Administrative Committee serves as the liaison between the Board of Missions and the national church.

2. The representative body of missionaries in the governing organization of the national church must always be in a numerical minority.

3. Missionaries who serve as departmental heads in the mission program serve only as advisors to the governing body of the national church and do not hold voting privileges. As soon as possible, the departmental chairmanship is transferred to a national brother with the missionary serving as his assistant.

4. The communication of the national church with the Board of Missions at home is governed by the following policies of procedure:

- a. For the period that a church is dependent on the assistance from abroad with personnel and finances, all communication with the home Board from the national church is conveyed through the Administrative Committee of the governing body of the church in which the liaison committee of the mission is represented.

- b. When a national church has reached the status of a self-sufficient functioning organization, the administrative body of the national church is not required to have any missionary serve in its administrative organization, but becomes the direct channel of communication with the Board of Missions at home.

- c. A national church which has reached the stage of self-sufficient operational organization is advised to apply for membership in the Conference of the Mennonite Brethren Church and assume its responsible position as a sister church in the organization of the larger brotherhood.

C. Organizational Integration of the National Church into the Mennonite Brethren Conference

1. A national church in any part of the world desiring to join the Mennonite Brethren Conference and accept the status of a sister church in the larger brotherhood must formally adopt the Confession of Faith of the Mennonite Brethren Conference and subscribe to its Biblical principles and policies.

2. The national church makes formal application to be accepted into the membership of the Conference of the Mennonite Brethren Church. This application is processed through the Board of Reference and Counsel of the Conference. Upon the recommendation of this body, the national church is received into the membership of the larger conference brotherhood of the Mennonite Brethren Church.

V. GENERAL ADMINISTRATION AND POLICIES

A. The Board

The mission program of the Mennonite Brethren Conference abroad is administered by the Board of Missions which has full responsibility over the entire mission enterprise (Point 2 B of the bylaws). The Board administers the affairs of missions abroad through an Administrative Secretariat. The duties of each of the secretaries shall be defined by the Board at the time of their employment.

B. The Secretariat

The home office in Hillsboro, Kansas, administered by the Secretariat in keeping with Board regulation, serves as the channel of all ordinary communication affecting the world-wide missionary outreach of the Mennonite Brethren Conference and its personnel. Missionaries and the mission program in the various parts of the world are subject to the administrative practice and procedure as outlined by the Board of Missions and administered by the Secretariat of the home office.

C. The Candidate

1. RESPONSIBILITY OF THE CANDIDATE

Candidates for foreign mission service should acquaint themselves with the requirements and policies of the Board of Missions of the Conference of the Mennonite Brethren Church, and should offer themselves only if they definitely and heartily approve of them and earnestly desire to practice them. Candidates should seriously and prayerfully count the cost of going into mission service abroad. Faithfulness in sacrificial service and reliance upon Christ and His Word, however, will result in measures of joy, peace, satisfaction, and strength that far outweigh any sacrifice a worker is making for our Lord Jesus Christ and His Gospel. Mark 10:29, 30.

2. PERSONAL QUALIFICATIONS

It is recognized that no list of qualifications can cover all cases; variations and exceptions may be made with respect to the individual candidates and also in regard to the different fields of service. The responsible governing body—the Board of Missions—has a right to pass on the applications. The following standards may serve as a guide even when they cannot be rigidly applied.

a. The Call of God

This is of highest importance, and every candidate should be clear on this point. It is a subjective qualification of which the missionary alone can speak with certainty. But one needs to remember that this subjective call will be corroborated by qualities listed below. When the Holy Spirit called for the separation of Barnabas and Saul, the call found a ready response by their associates and the church at Antioch (Acts 13:1-3).

b. The Spiritual Standards of the Worker

All workers and candidates serving at home and abroad under the Board of

Missions of the Conference of the Mennonite Brethren Church shall be in full agreement and wholeheartedly subscribe to the Confession of Faith of the Mennonite Brethren Church. Should any worker in the course of his service as a missionary of the Mennonite Brethren Church change his views on some of the basic cardinal points of faith and practice, he must inform the Board of Missions and be prepared to resign his connections as a missionary of the Mennonite Brethren Church if requested to do so.

c. Age Limit

Twenty-four to thirty-five is considered by most mission societies as the best age for the acquisition of a new language.

d. Health

Only those candidates shall be accepted for service in foreign fields who pass a thorough medical examination by the Medical Commission.

e. Education

The Board recognizes that no list of specific educational requirements can cover all cases. Some variations and at times exceptions will need to be made with respect to the individual candidates and also in regard to different fields of service. In general, however, the following educational standards are applicable to all candidates and to all fields:

1. In addition to having finished an adequate general education, all missionary candidates should have a thorough knowledge of the Bible.
2. Special training with the generally recognized certificates or degrees is required of missionaries who wish to serve as doctors, nurses, or teachers.
3. A missionary who is to serve in an administrative or counseling capacity shall have acquired a college education and completed a theological course.
4. In the case of married missionaries, the Board will examine the educational preparation of both husband and wife and will consider the wife's aptitude and preparation for missionary service.

f. Experience

It is required that the candidates have at least several years of experience in the homeland in lines of service similar to those in which they expect to engage on the mission field. During this time the candidate must give evidence of efficiency, tact, and of love for souls (2 Cor. 5:14a).

g. Character

High ideals in social and business relations, common sense in dealing with others, steadiness of purpose, ability and willingness to work harmoniously with others, cheerfulness of spirit, absolute adherence to the path of virtue—these are qualities that every missionary shall cultivate.

h. Family Relations

The mission fields offer some opportunities to single ladies. It is not advisable to send single men. The missionary's home on the field is looked upon as a distinct ministry in furnishing a social pattern of a model Christian institution. But when the family has become large and especially when some of the children are of school age, parents need to consider seriously whether their first duty does not tie them to the homeland where they can give more adequate care and training to the precious young souls that God has entrusted to them. The

Board reserves the right to evaluate the advisability of returning missionaries to the field whose family demands impair the efficiency of their service.

i. Financial Obligations

The vocation of the missionary calls for sacrifices and seldom offers abundant rewards in monetary values. It is therefore highly desirable that the new missionary discharge all of his financial obligations before entrance upon this work. It will be hard to pay debts with savings from a missionary's modest allowance. Moreover, to have found ways and means to liquidate one's own obligations is one of the finest recommendations that a young person can have.

3. MAKING APPLICATION

A candidate who feels called of God to missionary service abroad and who has conferred with the leadership of the local church, shall, upon request, receive an application blank from the office of the Board of Missions. This blank is to be filled out and returned to the Board for consideration.

4. ACCEPTANCE BY THE BOARD

If, upon investigation, it becomes clear that the applicant for missions has a definite call from the Lord, and after the candidate has been approved by his home church, by the respective committee of the district, province or area, and by the Board of Missions, he (she) will receive notice of his (her) acceptance. The acceptance of the candidate, his further preparation, the appointment for service, his financial support, his proceeding to the field, shall be under the direction of the Board of Missions through the office of the Secretariat.

D. Classification of Missionaries

1. APPOINTEES

Candidates who have been definitely and formally accepted for mission service by the Board of Missions, but who are still in preparation or in waiting to be dispatched to the field.

2. ACTIVE

The missionaries in active service on the mission field.

3. FURLOUGHED

Furloughed missionaries are those who have returned to the homeland after the completion of a term of service.

4. RETURNED

Missionaries who, because of ill health, cannot continue their ministry on the field, and missionaries, who have other reasons for remaining home for a period exceeding two years, will no longer be listed as "missionaries."

5. RETIRED

Missionaries who have been retired from active service because of age and qualify for pension will be listed as retired. Retirement takes place at 65.

6. EMPLOYEES

Mission employees are those who labor side by side with our missionaries in spiritual, educational, boarding, hospital, literacy, building, economic or other

services directly associated with the missionary effort of a field, but who are not ordained missionaries. (Mission employees in the above designation refers to those appointed by the Board of Missions and does not refer to the numerous workers employed from time to time on the various mission fields for services or tasks of one type or another.) For details on *Mission Employees*, see pages 20, 29, and 30.

E. Processing of Missionaries

The home office of the Board of Missions assumes full responsibility for the processing of missionaries which involves the securing of all documents, making of travel arrangements and furnishing of the required guarantees for travel and residence abroad.

F. Length of Term of Service

Six years are considered a full term of service. If climatic conditions affect the general state of health of the missionary and make a deviation from the six-year term necessary, the Board will give the field special consideration.

G. Successive Terms of Service

The Mennonite Brethren Church considers the missionary call as sacred and recognizes that such may constitute a responsibility of the missionary demanding his entire life. The assignment of a missionary to a particular field or area of service by the Board of Missions is to be regulated for one term at a time. Successive terms of service or re-assignments to different areas of service are regulated by the Board for each succeeding term of service.

H. Furloughs

Furloughs of missionaries are governed by the furlough regulations. See *Furloughs*, pages 32 to 35.

I. Deputation Planning

The deputation work to be done by the missionary shall be arranged in consultation with the office of the Board of Missions and shall not exceed one-third of the furlough time. See *Practices Governing Deputation Work*, pages 35, 36 and 37.

J. Support

1. OF THE MISSIONS

Support of the work of missions is derived from free-will offerings of the churches, offerings at harvest-mission festivals, farewells, district or general conferences, missionary conferences, gifts from individuals, groups and organizations, and from bequests or legacies of friends of missions, and are sent to the treasurer of the Board of Missions. All remittances are made through the office of the Administrative Secretariat. Remittances to the fields are sent to

the treasurer of the Mission Administrative Committee or to the delegated treasurer of the national church who in turn dispenses funds to purposes according to approved budgets.

2. OF THE MISSIONARIES

a. Beginning of Support

Support begins after a missionary candidate has been accepted by the Board of Missions for service, and when the candidate has placed his services at the full disposal of the Board, thus severing his other possible sources of income. He should keep a record of funds received and paid out and, upon arrival on the field, send a financial report to the treasurer of the Board of Missions.

b. Type and Amount

Every missionary is granted a monthly allowance on the basis of a scale set up by the Board. Missionaries with children are given an additional allowance for each child up to 21 years of age. In cases where the home church or district of the outgoing missionary does not so provide, the missionary is allowed an extra amount from the missions treasury for necessary equipment on the field. Information concerning *Equipment* is found on pages 37 and 38.

c. During Deputation

When missionaries go out on deputation work under the Board of Missions, they receive their regular allowance plus traveling expenses. The offerings during such visits to the churches flow into the missions treasury.

d. When on Furlough

When on furlough, the regular allowance from the missions treasury continues during the allotted furlough time unless differently arranged with the Board of Missions.

e. When Retired

When retired, the missionary is placed on the "retired" list. On the basis of that status, his or her income is derived from Social Security or other old-age benefits. See *Social Security and Pension Regulations*, pages 24 and 25. Any supplement provided by the Board shall be determined on the basis of need and years of service.

f. Special Gifts

It is to be highly recommended that all gifts for missions flow into the general missions treasury in order to enable the Board of Missions to look after the needs of all workers and all fields in an equitable manner. Special gifts to missionaries or fields, unless intended by the donor to be of a distinctly personal or special nature, shall be considered as constituting part of the budget of the missionary and the respective field.

g. Personal Gifts

1. A missionary shall not make any personal solicitations in the constituencies at home or write from the field regarding personal needs.

2. Only after a particular need, not provided for in the budget, has been established by the mission administration on the field and cleared through the home office shall it be the privilege of a missionary to present such a need as a special project in his appeal to the churches, organizations and individuals.

3. Personal gifts sent to the missionaries by the immediate family—parents, brothers, sisters—shall not come under the regulation of the above policy.

4. Personal gifts, other than from the immediate family which come to the missionaries unsolicited from friends and relatives, are to be received by them with gratitude and acknowledged by receipt. The missionary shall conscientiously keep a record of such gifts and feel at liberty to use an amount equal to 20 per cent of his annual allowance for his personal use. Any amount exceeding 20 per cent of his allowance shall be channeled into the general treasury of the field to be appropriated by the field administration for specific needs which exist on the field. The Board shall also have the right to request that the field administration apply such funds from personal gifts to the current budget when urgent needs cannot be met for lack of funds received through the regular channels of offerings from the churches.

5. When a missionary is about to go out to the field, he is allowed, in cooperation with the home office, to make personal and equipment needs known to his home church. Funds gathered by the home church or district for this purpose are turned over to the respective missionary through the office.

3. OF THE NATIONAL PERSONNEL

The following principles are to govern the employment of workers who are to be subsidized by the Board of Missions but who are to be directed in their service by the national church:

a. The Board deems it expedient to restrict its direct support to missionaries coming from the churches of the Conference of the Mennonite Brethren Church.

b. According to the aim and purpose of Mennonite Brethren Church Missions, the primary goal is the evangelization of unsaved nationals and the establishing of national churches. All other enterprises on all of our fields must contribute towards this goal.

c. The Board of Missions deems it wise that from the very beginning all national workers labor directly under the supervision of the national churches and receive their financial allowances from or through these churches.

d. All national workers therefore need to establish themselves in a home church to seek opportunity for service, direction and support from and/or through the national church, conference or governing body.

e. The Board does not object to subsidizing the national churches on various fields in the employment of worthy workers in an extended program of evangelism or of professional people serving in institutions such as hospitals, Bible institutes and seminaries. In such instances, however, the subsidy will be paid to the governing body of the national church, which will administer it in keeping with commitments and needs.

K. Medical Aid

1. DOCTORS' SERVICES

In view of the fact that in practically every community from which our missionaries come, there are Mennonite Brethren doctors who are prepared to serve our missionaries free of charge or at a great discount, and in view of the fact that the office is also encouraging our Mennonite Brethren doctors to give free services to our missionaries, and also in view of the practice by many non-

Mennonite doctors to make only minimum charges for their services to missionaries, it appears adequate to make the following provision for the medical care of our mission personnel to cover costs of medicine, dental expenses, hospitalization and medical aid in general.

2. HOSPITALIZATION AND MEDICINE

The following plan is in effect to assist missionaries financially to cover hospitalization, cost of medicine, dental expenses and medical aid in general:

a. The missions treasury has in reserve an amount of \$3,000.00 for current medical needs and adds to this account as soon as it drops below \$1,000.00. The funds to set up and replenish this account are taken from the general treasury.

b. The single missionary pays the first \$50 during any calendar year for any medical need that may arise, i.e., medicine, hospitalization, doctor's fees and dental services. The missions treasury pays up to \$200 per year for a single missionary.

c. Each family pays the first \$50 of the medical expenses, after which the mission treasury provides \$250. Where the amount of \$250 on this basis has been exhausted, the missionary family pays the second \$50 with the mission providing the next \$250.

The ceiling of \$500 per family per year and \$200 per single worker per year constitutes the limit of medical aid which can be drawn from the general treasury. Where circumstances arise that require a medical expense beyond the \$200 and \$500 ceilings, special arrangements must be made through the administrative office to make provision for such special circumstances.

L. Social Security and Pension Regulations

1. EQUALIZATION OF BENEFITS

In order to equalize the financial benefits of Social Security and old age pension now available at a small cost in USA and at no cost to the Canadian missionaries, the Social Security tax is paid for the missionaries by the missions treasury out of the pension account. Missionaries who have not entered the Social Security program shall receive only the difference in payment between the amount to which they would have been entitled if they had entered and the maximum figure approved by the Board of Missions.

2. SINKING FUND

In order to enable the treasury to meet future demands upon it for old age or pension payments, a sinking fund has been created into which an amount equal to 2 per cent or more of the missionaries' allowance is deposited every year by the treasury to safeguard its ability in the future to pay the difference between the government or other pension allowance to missionaries and the maximum figure approved for each missionary by the Board of Missions.

3. ELIGIBILITY

A missionary becomes eligible for pension from the missions treasury after 20 years of service and upon reaching the age of 65. If the 20 years of service is completed before reaching the age of 65, the pension allowance does not become payable until 65.

4. TERMINATION OF SERVICE

Termination of service with the Board of Missions also releases the treasury from the obligation of any further Social Security tax payments made for the respective missionary as well as from any further pension obligations.

5. SPECIAL CASES

Experiences that result in fatalities which require the missionary's withdrawal from service and which are not covered by the above principles or by provisions in the Mennonite Brethren Conference constitution shall be considered on the merits of the particular case.

M. Relation of the Missionary to His Home Church

The home church of a missionary who shares in the responsibility of his appointment to missionary service (see *Acceptance by the Board*, page 20) continues to carry a vital personal interest and responsibility for the spiritual and physical welfare and ministry of its member. The missionary, in return, maintains a close contact with his home church, nurtures an active participation in the total program of the church and conference and also contributes from his tithes and offerings to these causes.

VI. GENERAL INFORMATION AND OPERATIONAL PRACTICES

A. Working Policies of the Mission

1. The policy and methods of work in general. Pursuant to the aim and purpose of missions as set forth in Chapter I, *General Principles*, pages 6 and 7, every missionary shall endeavor to follow the policy, apply those methods, and stress those phases of the work that will bring about the realization of the aims and purposes.

2. The missionary in his specific assignment must also envisage the work of the mission as a whole and realize that his task has a definite bearing on the whole. He should constantly endeavor to keep the unity of the spirit and the bond of peace. Eph. 4:1-3.

B. Procedure in the Work of a Mission

1. ORGANIZATION OF WORK

Where several mission workers are placed at one location, they are to organize and arrange the work in such a way that it can be carried on with greatest efficiency. Uniformity in the supervision and procedure in the work of the whole field shall be the aim.

2. INSTITUTIONAL WORK

Institutional work to be operated by the mission, such as schools, hospitals, dispensaries, orphanages, publication, may be established only upon the approval of the home Board. Missionaries in charge of such work shall conduct it according to the general policy pursued by the mission and national church.

C. Reports and Requests

1. TO THE ADMINISTRATIVE COMMITTEE AND MISSIONARY FELLOWSHIP

The missionaries shall report their work to the Administrative Committee of the Missionary Fellowship and to the Board of Missions as may be arranged or as they may be called upon.

2. REQUESTS BY THE GROUP

Missionaries are privileged to present their requests with reference to the work of which they are in charge to the Administrative Committee. Where several missionaries are at work at one location, it is expected that they present their requests in behalf of the whole group of missionaries of the respective location.

3. DIRECT COMMUNICATION WITH THE BOARD OF MISSIONS

A missionary shall have the liberty to communicate directly with the Board of Missions concerning his work or personal matters. Such communications shall be considered as of a private character. Requests in such cases may be referred to the Administrative Committee of the field at the discretion of the Board of Missions.

D. Financial Reports and Stewardship

1. COST AND APPROPRIATIONS

The cost of the work of a mission is to be borne by appropriations sanctioned by the Board of Missions and remitted by its treasurer to the field treasurer. These appropriations are then paid by the field treasurer to the missionary in charge according to a stipulated budget. Items of non-recurring expenditure are likewise paid by the home treasurer after the same have been recommended by the Administrative Committee and approved by the Board of Missions.

2. FINANCIAL REPORTS

It is expected that missionaries be faithful stewards of their Lord's money and apply it wisely and carefully. Each shall keep written accounts of funds received and paid out by him. A missionary submits a monthly financial report. He shall send one copy of each report to the treasurer of the Board of Missions and one to the treasurer of the field. The calendar year shall be the fiscal year unless otherwise provided by the Administrative Committee or the home Board.

3. TRANSFERRING TO THE SUCCESSOR

When a missionary turns over the charge of a work to his successor, he shall also hand over the books of account as well as the balance of funds he has on hand at the time.

E. Property and Its Care

1. PROCURING PROPERTY

The mission may procure land, construct or purchase buildings and purchase such other mission property as may be required for doing its work. Property procured must have the recommendation of the field administration and the approval of the Board of Missions, and shall be regarded as mission property unless or until it is transferred to the national church.

2. REGISTRATION AND SAFEKEEPING OF DEEDS AND TITLES

In line with Board of Missions policy it shall be the practice to acquire clear titles and deeds to all property at home and abroad, to have such properties duly and legally registered, and to keep the deeds, titles and documents representing the properties in a safe place centrally located on the respective field. Every effort shall be made by the (mission) legal representative on each field to carry out the above policy.

3. CONSTRUCTION AND REPAIR

The construction or repair of buildings on a mission field involving an outlay of \$100 or more shall have the recommendation of the field administration and the approval of the home office before it is begun or before funds for it are paid out. The Administrative Committee of the field shall pass on building projects, especially with reference to sites and building plans before they are submitted to the home Board.

4. CUSTODY OF PROPERTY

The missionary in charge of a location is responsible for the custody and care of the mission property. He shall report to the Administrative Committee

in case any perplexities or difficulties arise. Documents covering property shall be carefully preserved in a safe place in charge of the field chairman or treasurer.

5. CONVEYANCE OF PROPERTY

The sale or disposal of mission property or the dismantling of existing buildings may be carried out only upon the approval of the home Board. Funds realized from the sale of mission property are to flow into the treasury of the mission unless otherwise provided by the home Board.

6. GIFTS

Missionaries are not expected to contribute of their own means to procure property or for the work in general. Wherever they do so, it shall be regarded as a gift to the mission and shall be gratefully received. Such gifts shall be reported to the treasurer of the Board of Missions for record.

7. REGULATIONS GOVERNING THE USE OF CARS

a. Mission Property

Cars or trucks used on Mennonite Brethren mission fields shall be property of the mission. Only in exceptional cases and by approval of the home Board may a private car be owned by missionaries and used for mission work in Mennonite Brethren mission fields.

b. Supervision and Assignment

All cars used in the operation of the mission program on the field are under the supervision and direction of the Administrative Committee on the field or such other body to whom the responsibility may be assigned. The responsible committee will assign the car to one particular individual for upkeep and care. The Administrative Committee, through the home Board, will determine the number of vehicles needed on the field and regulate all matters of replacement when vehicles are no longer usable.

c. Use of Cars

All mission cars should be used discreetly and with good care. Car trips that are not absolutely necessary should be avoided for the sake of economy.

d. Insurance

The Administrative Committee shall carry the responsibility for proper insurance covering all vehicles on the various mission fields. The extent of such insurance is to be determined in consultation with the home office.

e. Personal Use of Cars

Mission cars may occasionally be used by missionaries for personal needs and interests. In such cases the following regulations should be observed:

1. In general, when cars are used for personal purposes they are not to be driven far beyond Mennonite Brethren mission territory.

2. Cars should not be tied up by personal use for any length of time which would prevent the vehicle from being available for mission needs and purposes.

3. When a mission car is employed for personal use, the insurance policy carried by the mission protects the vehicle and occupants to the extent of the policy. Any obligations that may arise beyond what the mission policy covers when a car is being driven for personal use shall be the missionary's personal responsibility.

4. When using a mission car personally, the missionary is expected to pay a mileage rate adopted by the field and approved by the home office.

F. The Assigning of Missionaries

1. ASSIGNMENT

The assigning of either new missionaries or of missionaries returning from furlough shall be done before they arrive on the field by the Administrative Committee in cooperation with and according to directions received from the home Board and in line with the recommendations by the governing body of the Mennonite Brethren Church of the respective field. In assigning missionaries, the general needs of the mission as well as the qualifications and previous preparation of the missionary are to be considered. A worker shall be placed where he is most needed and where he can be of greater service. Consideration shall also be given to the willingness or reaction of the worker in question.

2. THE MISSIONARY TRUST

When a missionary is given an assignment or a responsibility for some service, he shall regard this as a trust from our Lord and shall endeavor to fulfill it for Him and to glorify Him in the work through faithful service.

3. TRANSFERRING A MISSIONARY TO ANOTHER PLACE

Should a missionary be shifted to some other assignment or to some other phase of work, the worker in question shall be consulted, but the general need of the field shall be the final deciding factor. As a general principle, missionaries shall be shifted as little as possible during a term of service.

4. WHEN GOING ON FURLOUGH

When a missionary leaves on furlough or when he for some other reason is unable to continue work entrusted to him, he shall transfer the charge to the Administrative Committee or to his successor who has been appointed to this post by the Administrative Committee with the approval of the home Board.

G. Mission Employees

Definition of the classification and status of a mission employee is found under *Classification of Missionaries*, pages 20 and 21.

1. APPOINTMENT FOR SERVICE

Appointment of a mission employee may originate with the Board of Missions, but it may also come as a recommendation from the Administrative Committee or the Missionary Fellowship of a mission field to be approved by the Board.

2. MEMBERSHIP IN THE MISSIONARY FELLOWSHIP

Mission employees are associate members of the Missionary Fellowship of the respective field. It shall be their privilege to attend the meetings for spiritual fellowship as well as take part in the business meetings of the Fellowship. They shall likewise have the privilege of taking part in the discussion of the Fellowship and have the voting privilege.

3. TERM AND NATURE OF SERVICE

a. The term of service of mission employees varies in accordance with the specific agreement with the Board of Missions under whose appointment they serve.

b. The nature and scope of the service of the employee shall be outlined in a separate agreement with the Board of Missions unless it is defined in existing documents of the mission or field, or is contained in the nature of the profession or vocation itself, e.g., teacher, cook, surveyor of land, builder, etc.

4. FINANCIAL CONSIDERATION

a. The financial consideration between the Board and the respective employee shall be either on a monthly allowance basis or on some other basis mutually acceptable.

b. It is understood, however, that the Board is obligated to furnish living quarters to employees during their term of service the same as is the case for missionaries.

c. The traveling expenses to and from the field of service shall be a matter worked out in each particular case, since considerable latitude is to be allowed in this matter for voluntary sacrifices on the part of interested persons entering employee status mission service.

d. An employee shall not be entitled to a retirement allowance or pension at the end of his or her services under auspices of the Board, unless such term of service exceeds 20 years and is specifically provided by special Board action.

e. In cases where employees serve for a succession of terms, they are entitled to a furlough between terms, with financial allowances such as the Board may provide.

f. Itinerating on the part of missions employees when in the homeland shall be only on the basis of an agreement to this effect with the home Board. When visits by such workers are made in the churches of the constituency, the offerings taken shall flow into the general treasury.

H. Language Study

1. If different than his mother tongue, the missionary's first assignment is the study of the language of the country where he is to serve. His proficiency in the use of the language shall be an important factor in the Board's decision concerning his return to the field after the first term of service.

2. The cost of language study is assumed by the home Board. Unless provided for by language schools the language committee on the field shall be responsible for designing the proper course of language study and examinations. The language committee shall report to the field administration at the end of the first term which in turn is to report to the home Board whether language requirements have been met.

I. Medical Commission

A Medical Commission has been created to serve the medical aspects of the missionary program. It serves as follows:

1. HEALTH OF THE MISSIONARY PERSONNEL

Physical and emotional fitness are among the pre-requisites of successful missionary service. The Medical Commission serves in this area of responsibility as follows:

a. By recommending definite physical and emotional qualifications for missionaries to serve on conference mission fields.

b. By assuming responsibility for the examination of missionary candidates to determine their physical and emotional fitness. Candidates from Canada are examined by doctors on the Commission from Canada and candidates from the United States are examined by doctors on the Commission from the United States. When more convenient, it is the privilege of members of the Commission to delegate examinations to other professional men whom they feel understand the high standards which must be met by candidates for missionary service. (Candidates are referred to the Medical Commission after they have met other qualifications prescribed by the Board.)

c. By jointly evaluating the fitness of candidates and missionaries. The result of an examination is submitted to the chairman of the Commission who in consultation with other members evaluates the fitness of the candidate.

d. By checking the physical and emotional fitness of missionaries while home on furlough. Physical needs of missionaries on the field are served by conference missionary doctors where available.

e. By reviewing reports on the medical condition of missionary personnel and making recommendations to the Board of Missions regarding their fitness for continued missionary service. The Medical Commission reports on the physical condition of missionaries which are submitted by conference doctors on the mission fields. These reports are made when a missionary returns to the homeland for furlough or retirement, submitted to the Board of Missions office which forwards them to the doctor of the Medical Commission under whose observation the returned missionary comes.

f. By working out general policies for carrying out the above responsibilities and by meeting occasionally for effective coordination.

g. By meeting periodically with the Board of Missions to discuss the general status of medical standards and medical conditions of missionary personnel and to submit recommendations to the Board of Missions regarding the well-being of missionary personnel and the necessary physical and emotional requirements.

2. SERVING NEEDS OF THE MISSIONARY MEDICAL PROGRAM

a. The Medical Commission serves as a channel in providing adequate supplies for missionary medical personnel on the field such as medicines, instruments and equipment. Such needs are made known by the missionary staff on the field to the office which in consultation with the Medical Commission seeks to make provision for securing such materials. The Medical Commission seeks to contact men in their own professional circles who may be interested in helping to meet such needs and thus assume personal responsibility toward more efficient operation of missionary medical service.

b. The Medical Commission also serves as a channel to create general interest for missionary medical service on conference mission fields among professional medical personnel of the conference as well as beyond the conference. Many Christian men in the medical profession are eager to make a personal contribu-

tion to missions through suggestions which would contribute toward greater efficiency in the missionary medical program as well as to assume personal responsibility for some medical needs. The Medical Commission seeks to maintain contact with all men in the profession who reveal interest in missionary medical work in order to apply such interest in the constantly-widening missionary program. Methods of procedure and policies to create such interest and solicit such assistance are formulated by the members of the Medical Commission.

3. ASSISTANCE FROM OTHER MEDICAL PERSONNEL

Members of the Medical Commission have the privilege of seeking the assistance of other medical men which will add to the effectiveness of the assignment delegated to them.

4. MEMBERS

The Board of Missions has appointed the following brethren to serve on the Medical Commission: representing Canada, Dr. A. A. Dick, 607 Gleggarry Block, Saskatoon, Saskatchewan, and Dr. Henry Guenther, 440 Desalaberry Street, Winnipeg, Manitoba; representing the United States, Dr. Peter D. Ens, 209 South Main, Hillsboro, Kansas, and Dr. John C. Hayward, Box 632, 1160 West Avenue, Reedley, California. Dr. A. A. Dick serves as the chairman and is responsible to arrange for the necessary meetings to plan and co-ordinate the functions of the Commission in the suggested areas of responsibility. In the event that any one member of the Medical Commission finds it impossible to serve over the course of years and must withdraw from this responsibility, new members are to be appointed by the Board of Missions in consultation with the remaining members of the Commission.

J. Furloughs

1. PURPOSES OF THE FURLOUGH

Furloughs are granted to missionaries:

- a. To benefit them by physical, social, educational and spiritual refreshing in the homeland;
- b. For the renewal of relationships with friends, relatives and churches;
- c. For the social, moral and cultural orientation of their children;
- d. For the establishment of the children in a normal family, community and church life; and
- e. For deputation service in the churches.

2. CHECKING WITH HEADQUARTERS OFFICE

In relation to the Office and Board, it shall be the practice of the Board of Missions:

- a. To have missionaries who return for furlough to come to the office in order to report to the Administrative Secretariat on their term of service and on the status and needs of the field where they have served. The meeting with the Secretariat shall also offer opportunity to review plans for the anticipated furlough and to make arrangements, where applicable, for the completion or termination of service with the Board and to regulate the details and conditions of the release.

b. That missionaries who are re-appointed for an additional term of service come to the office some time before their departure to the field to plan their assignment, to gain the opportunity for reorientation in principles and policies of the Board of Missions and to acquaint themselves thoroughly with various developments and trends in missions at large.

3. LENGTH OF THE FURLOUGH

a. The length of the furlough is in principle determined by the time of service on the field. In general, it shall be understood that missionary couples with children receive two-and-a-half months and single workers and couples without children two months of furlough for every year of service on the field. The time of travel shall be included in the furlough.

If the period of furlough exceeds the allowed furlough time to which he is entitled or the length of which has been mutually agreed on between the missionary and the Board of Missions, it is expected that the missionary become self-supporting, and his or her status to return to the field is to be reviewed by the Board.

b. Workers serving in the Mennonite Brethren Conference mission outreach within a home district or conference shall be entitled to a one-month furlough with pay in their home country each year instead of a longer furlough at the end of a term of service.

4. TERMINATION OF THE FURLOUGH

a. Before missionaries return to the field they are asked to present to the Office or the Board a medical certificate of physical fitness signed by the Medical Commission of the Board of Missions.

b. All papers, documents, travel arrangements and preparation relating to return to the field are handled through the office of the Board of Missions.

5. USE OF THE FURLOUGH

The use of the furlough is principally determined by the purpose of the furlough. It is a period of rest, recuperation and re-orientation. It is important that every missionary returning on furlough observe a period of rest, recuperation and orientation, and also make himself or herself available to the missions administration for the expected deputation service. If a missionary does not make himself available for deputation work (except for justifiable reasons) when required, then his or her financial allowance is to be withheld for the second half of the furlough. In general, the following principles should guide the missionary on furlough:

a. Orientation Courses

Missionaries at home on furlough will be asked to attend the missionary orientation courses which the Board of Missions will conduct from time to time. These courses will be for the purposes of spiritual refreshing, mutual fellowship, sharing mission information, studying mission policies and principles and re-orientation for the great cause of world-wide evangelism.

b. Medical Examination

Missionaries arriving at home on furlough are to have a thorough medical examination within six weeks by the Medical Commission appointed by the Board of Missions to determine what portion of their furlough is to be spent in rest and recuperation. A copy of the Commission's report should be for-

warded immediately to the office of the Board of Missions. Missionaries going to the field are likewise to have an examination by the Medical Commission.

c. Educational Advancement

It is expected that missionaries who have not completed the educational requirements of the Board prior to going to the field will use a portion of their furlough (usually not exceeding 40 per cent of the time) pursuing such courses of study as may be required to fit them for more effective service upon their return to the field.

d. Financial Aid for Education While on Furlough

Aside from the furlough allowance, the Board deems it inadvisable to grant additional financial aid for educational purposes except in cases where studies are being undertaken under the direction of the Board which are necessary to qualify a missionary for a specially assigned ministry. In general, it is expected that such studies be taken in one of the Mennonite Brethren Conference schools. (If the required studies are not offered in Mennonite Brethren schools, the Board will give direction where and what studies are to be undertaken.)

e. Home and Family Circle

Missionaries while on furlough should seek to establish themselves in a home and in a church for their children's sake and spend as much time as possible as a family in the "home circle." This is the time and opportunity to foster "home life" and to establish the children in a "home community."

f. Residence During Furlough

In order to encourage missionaries to live within the district or province of their home church, the respective district or province or home church is encouraged to furnish the missionary, especially families, with housing and utilities during furlough time. The following principles of understanding shall govern the provision of residence for missionaries on furlough:

1. That a church or district be absolved from the responsibility of making such provision when the following circumstances arise:

- a. Where missionaries find it expedient to establish their residence away from their home church and district;

- b. Where the missionaries accept employment and have an income in addition to the furlough allowance;

2. Where missionaries are required to live away from their home churches for the purpose of gaining additional educational preparation for their service on the field under the direction of the Board of Missions, the Board is to reach an agreement with the home church in regard to the arising needs.

3. In cases where churches or districts face undue financial obligations to make such provision because of considerable missionary concentration, it is their privilege to present the arising circumstance to the Board of Missions and reach an agreement with the Board as to the portion to be carried by the home district and church and the general treasury of the Board of Missions. In such circumstances, however, the local church retains the privilege to make provision for their missionaries in the areas of their home constituency.

g. Personal Needs

With the approval of the home office, the missionary shall feel free to present

to the pastor of his home church a list of personal needs for his return to the field. The home church or district together with the missionary will then arrange to have these needs met. This is designed to eliminate inequalities of needs and equipment among missionaries and bring the home church into closer contact with the personal needs of the missionary. The missionary shall have the same privilege during the time of service on the field. For further information regarding equipment, see *Equipment*, pages 37 and 38.

K. Practices Governing Deputation Work

An important Scriptural principle in the missionary program is the privilege and responsibility of challenging the churches of our home constituency with the great responsibilities, opportunities and blessings of the various mission fields God has given to the Conference. A proper discharge of this responsibility towards the home churches must be looked upon as a very vital part of the missionary program.

For the purpose of accomplishing the greatest effect and efficiency in this part of the ministry, the following principles govern the deputational ministry of missionaries on furlough and missionary candidates before they go to the field:

1. ITINERANT MINISTRY

Candidates who have been accepted by the Board of Missions will be given an opportunity to share their personal testimony with the constituency of their immediate district, and where possible will be given an opportunity to attend a district conference where the candidate is presented to the respective brotherhood. The Board does not consider it advisable to send missionary candidates on extended itinerant ministries except in cases where it concerns ministers and Christian workers who have been well established in their work previous to their appointment of service under the Board. The office shall seek to utilize candidates in missionary and Bible conferences where this can be arranged without extensive traveling expenses.

2. EFFECTIVENESS OF PUBLIC MINISTRY

In keeping with the divine order of distribution of gifts in the Church according to which not all brethren and sisters have the same capabilities in relation to the effectiveness of a public ministry, the missionaries shall seek to understand that the office must exercise the liberty to use the individual missionary in keeping with the degree of the individual's special gift as it applies to a most effective ministry in the constituency.

3. COORDINATION OF VISITS TO CHURCHES

To distribute the possible program of an itinerant missionary ministry to all of the churches, a close coordination of all visits to the churches is a necessity. For reasons given above the Board expects the missionary to follow the specific instructions of the deputational department in all itinerations of the missionary during the time of his furlough. (The above regulation does not limit the missionary to report to his home church and churches which are in the immediate geographical proximity.)

4. PERSONAL INVITATIONS

Missionaries shall be at liberty to accept a limited number of personal invita-

tions from churches or institutions, but are requested to first clear such commitments with the office. The extent of such engagements must be determined by the time released by the office from the one-third maximum of the furlough to be used in deputation work. See *Furloughs*, pages 32 to 35.

5. LIBERTY BY THE MISSIONARY TO EXPRESS PERSONAL WISHES

The individual missionary shall have the full liberty to express to the office his specific wishes as to the churches that he would desire to visit, and the office will seek to incorporate such personal wishes to the degree possible.

6. EXPENSES

In order to enable the office to pursue a policy which will result in a minimum expense for the itinerant ministry, the following practices shall be observed:

a. In order to keep traveling expenses to a minimum, it shall be the policy not to accept engagements for only one or two services if the cost of travel exceeds \$10.00 per service. For all distances requiring larger expenditures, series of services shall be scheduled in the form of a conference or by arranging one or two services in several churches in the same vicinity.

Wherever possible missionaries and office personnel shall combine their travel and serve the churches in several services, thus bringing to them the maximum benefits in number of meetings and variation in personnel at the most economical cost.

b. It shall be the privilege of the office to determine whether the itineration be made by train, bus or car.

c. The missionary is required to keep an exact account of the expense of tickets or mileage for which the office will reimburse the missionary.

d. While on an itinerary, the missionary pays for his meals from his allowance.

e. In cases where the itinerary is by car, the office will seek to arrange the program in such a way so that night lodging in motels can be avoided. Where the itinerary cannot be thus arranged, the treasury assumes the cost for night lodging.

f. When travel is by train it is the practice of the Board of Missions that missionaries and office staff travel by coach with the exception of cases where the trip demands traveling in several successive nights. In such instances the missionary shall have the privilege to purchase sleeper space to preserve his efficiency for service.

g. In cases where a missionary accepts a personal invitation by some church which is not a part of the assignment from the office, it is expected that such a church also make itself responsible for the traveling expenses.

7. TYPE OF PROGRAMS

The office through contact with the various churches and pastors has the advantage of learning by the response of the constituency the effect of the various missionary presentations. In order to benefit from these observations and reflections the missionary shall seek the suggestions of the office as to the type of program that would prove most effective and advisable for the respective itinerary.

a. A missionary shall also exercise very careful discipline in timing the services in the churches so as to remain within the limits of the time agreed on with the pastor relative to the length of services.

b. All offerings which are received in conjunction with services in the constituency are to be sent to the treasury through the regularly established channels of the local church and district conference.

c. The missionary shall abstain from presenting during his ministry in the churches any subjective needs which relate themselves to himself personally or to his family. Provision for personal needs is to be made with the home church with the approval of the office.

d. A missionary shall likewise not present any specific project or needs for any field unless it has been approved by the office. An understanding with the field and the office shall be reached before any project is presented in the churches.

e. Every missionary is to submit a detailed report to the office on forms provided for this purpose. These reports are to assist the office and the Board in evaluating the work which is being done as well as the needs which exist in the various parts of our constituency. The missionaries write to the office to request these special forms for their reports.

f. In the case of married men, it shall also be the privilege of the office to determine whether the brother shall travel alone or whether the sister should accompany him. The same also applies to the children. The office will reach an agreement in consultation with the parent as to the advisability of taking them along.

L. Equipment

1. OUTFITTING OF MISSIONARIES

In keeping with the aim of missions, the missionary accepts housing and living standards that are consistent with the aim of reaching the nationals for Christ. His social and economic life must be unpretentious with as much identification with the respective national scale as possible without impairing his health.

The given principle requires very close consideration in the preparation of the missionary for his departure to the field. Excess personal effects and standards of living which are conspicuous in the light of the culture of the people among whom the missionary labors can become a serious obstacle for the Gospel of Christ.

Missionaries are further requested to buy all articles which are available on the foreign field after their arrival on the field. Governments and national people frown upon the practice of missionaries' refusing to adopt the products which are available in their own country and preferring to ship quantities of supplies from the homeland just because they may be of a little better quality. This is also an obstacle to the Gospel and must be avoided.

In consideration of the limited allowance given missionaries, it shall be the responsibility of the home constituency to make provision for outgoing missionaries in supplying them with their personal effects necessary for effective service on the field.

After the acceptance of a missionary and his assignment to the field, the office refers the responsibility for his equipment to his home church, the district or provincial conference, whichever channel may have been established. Where the local church finds that it cannot carry the financial outlay alone, it is

permitted to make provision for the missionary's equipment by inviting neighboring churches and churches of the district or province to assist.

The missionary societies of the respective church or district are requested to assume the responsibility for all personal effects in the line of linens, clothing and personal household effects necessary for the normal maintenance of a household on the basis of average family standards.

The constituency further provides for an outgoing missionary family an amount not to exceed \$1200.00 in cash for the purpose of equipment which the missionary is responsible to procure as his own property. All equipment of missionaries must be adapted as closely as possible to the national standard of living. The amount of cash is to be suggested by the office in close consultation with the field.

A family with children going out for the first time should have an additional allowance not to exceed \$150.00 per child.

Heavier equipment such as refrigerators can in most cases be purchased on the field and should not be shipped from the homeland.

Equipment for single sisters should not exceed \$750.00. This is to include the provision for all household equipment which in many instances is the same as that for a married couple. Such personal effects as clothing, linens and smaller utensils for the kitchen are also to be provided through the mission circles of the respective church or churches as outlined above.

When missionaries are sent out for such professional assignments as doctors, nurses, and teachers, the supplies required for their particular professions are not to be considered as part of their personal outfit and are to be provided from other sources. The Board of Missions either makes provision for these needs through a budget appropriation or makes the appeal to special organizations within the home church or the local conference to make provision for these necessities.

2. OUTFITTING OF RETURNING MISSIONARIES

Missionaries who have been on the field, come home on furlough and are reassigned for additional terms of service are to receive the following assistance for their personal outfits which are to be provided through the same channels as outlined above.

a. Married Couples

Assistance to a family should not exceed \$750.00 plus \$50.00 per child to cover items of equipment necessary for returning to the field. For some of the fields this amount would be above the necessities. Here again the provision shall be covered by the existing need which is expressed by the missionary in consultation with the office. Personal effects in the form of washable clothing, linens and some smaller household items which cannot be secured on the field are to be provided by the mission societies of their respective district.

b. Single Sisters

Single sisters should receive an amount not to exceed \$500.00 for their larger equipment plus the provision of their personal effects such as linens, clothing and smaller utensils which cannot be secured on the field through the same channels as stated above.

M. Baggage Shipping Allowance

In consideration of the changing world circumstances which make it possible to purchase most of the heavier equipment in large commercial centers on the various mission fields, the Board of Missions urges that whatever can be purchased on the field not be shipped from the homeland.

Missionaries are given a baggage allowance for taking along personal effects of 500 pounds per adult ticket including the free baggage allowance made by steamship lines. Fractional tickets receive a proportionate allowance. Foods taken along are the missionary's personal responsibility since food is paid out of his allowance. The freight for heavier articles taken along for the mission such as cars and stoves is paid by the general treasury.

The limitation on baggage allowance is not to include any baggage which is sent to the field for a mission institution. Such expense is assumed by the budget of the respective institution or special appropriation is sought from the general treasury.

Friends and relatives who desire to send articles along to the field for missionaries must assume full responsibility for shipping expenses. The same procedure applies to any organization in the homeland which is sending equipment to an institution or a missionary on the field.

N. Relations to Governments

While traveling or while residing in a foreign country missionaries under the Board of Missions should exercise special precaution and consideration to avoid any difficulties or unpleasant relations with the people or governmental authorities. Although depending upon a Higher Hand, the missionary is free to accept courtesies, help or protection offered (2 Chron. 16:9; Ps. 34:7; Ps. 91:4; Luke 21:18). Due respect and courtesy in word and deed should be shown to those in authority and to all men in all cases (Rom. 13:1-14).

O. Wills

1. WILLS ARE ESSENTIAL

Experience on the field has proved that since missionaries in foreign lands are far away from their relatives, there are special legal difficulties in dealing with their effects when they die without having made a valid will. It is recommended, therefore, that every missionary who has not already done so should make a will upon arrival on the field.

2. MODIFICATIONS

Missionaries who have made wills in their own country may add an additional paragraph to deal with their possessions on the field. Marriage revokes a will and necessitates the making of a new one.

3. CONVENIENT FORMS

a. General Form of a Will

I, at this time residing at,
in the county of State (or Province) of
being of sound and disposing mind and memory, do make and publish this
my last will and testament:

First: I direct that all my just debts, including funeral expenses, be paid
by my executor.

Second: I give, bequeath and devise to my wife.....
all of the following described property (here describe same)

Third: I give, bequeath and devise to my son..... (or
daughter) (list items)
(List the children by name in additional paragraphs if they are to be included
in the will.)

Fourth: I appoint my said wife sole executrix of
this my last will and testament, and direct that she be not required to give
bond for the execution of the same and request that the court admitting the
will to probate grant letters testamentary without bond.

Witness my hand, at, this day of 19.....

Signature.....
Name, address

Attestation:

We hereby subscribe the foregoing will as witnesses, this day of
....., 19.....

Two signatures:.....
Name, Address
.....
Name, Address

b. Short Form of a Will

This is the last will and testament of of
..... in the State (or Province)
of

1. I give, bequeath and devise all my property, both real and personal to
....., of in the county (or Province)
of

2. I hereby appoint of in the
county of, State (or Province) of,
executor of the will.

Witness my hand at, this day of,
19.....
Attestation: Signature:.....

We hereby subscribe the foregoing will as witnesses, this day of
....., 19..... Two Signatures

P. Policies to Govern the Bible and Leadership Training Program on Mennonite Brethren Mission Fields

In view of the development of a greater indigenous program on the mission fields in general as well as on the fields of the Mennonite Brethren Conference, the Board of Missions together with the missionaries on the fields sense the growing necessity of providing for and implementing a greater training program for consecrated leaders from among the nationals.

Surveys conducted by special commissions and individuals representing smaller as well as larger mission organizations are convincing that there exists a great and almost universal need for a stronger national leadership for the national church and its organizations on most of the mission fields. This shortage of prepared leaders from among the nationals seems to hold true particularly within the roster of evangelical younger churches.

We praise God for the many faithful and true national ministers and workers the Lord has raised up on the various mission fields to preach the Gospel of Jesus Christ and to shepherd the flock. It is evident, however, that most of these men are laboring under the direction and initiative of the missionaries and that too few of them develop into leaders of significance for the larger evangelical movement. The Board is conscious of the fact that various factors are contributing towards the inertia of a constructive program in this matter.

One factor of importance retarding the development of a national leadership, no doubt, lies in the limited training program and in the educationally and spiritually ill-prepared students admitted to the training institutions. A remedy for the above must be sought in the increase of elementary Bible classes and Bible training schools, and in providing specialized training for selected and experientially-proved men of God.

It is further evident that leadership under the Lord's providence can be successful and effective only when concomitant preparations and requisites are met in the congregations to be guided by the leadership. From this it would seem that it is also of utmost importance that the program of indoctrination parallel the program of evangelism. The same Lord Who commissioned His own to go into all the world to preach the Gospel to every creature also commanded them to teach the believers all things whatsoever He commanded and to make disciples of them.

To the home Board it seems important that all of our missionaries be encouraged to plan a special teaching program in churches connected with stations and in villages and to conduct short-term or long-term elementary Bible classes

wherever possible. Though these Bible classes at the present can not replace the elementary Bible schools operating at various places on the mission fields, they constitute an evident link in the building of a responsible indigenous church membership and laity.

The Board of Missions is grateful to God for our present central Bible schools with their two and three year programs which are accomplishing much in the preparation of village evangelists, teachers and pastors. This is a God-given ministry and opportunity and we would encourage all of our missionaries to cooperate heartily in the support of this great and sacred task. The need for the general Christian village worker will continue to be great in the future if we are ever to evangelize the villages on our fields.

The Board, however, also senses the need for more advanced training of the responsible national leadership and foresees the development of institutions especially designed to furnish this training. In some instances the advanced training schools may be conducted in conjunction with other evangelical missions and may thus become cooperative endeavors, or such schools may be located at some strategic point so as to draw students from several fields together into one institution as may be the case in Latin America or in Europe.

By way of summary the Board envisages a fourfold setup for the ministry of teaching:

1. In the first place it is essential that there be conducted what might be called "Every Man's Bible Classes" in as many local churches on the fields as possible to which everyone who can may come to study Bible content, its teachings, and be exposed to the inspiration and cleansing work of the Word of God wrought by the Holy Spirit.

2. The elementary Bible schools operating on every field in every major church center in shorter or longer terms serving to indoctrinate and train its students for an intelligent grasp of the Christian fundamentals and an effective Christian life of discipleship. It is foreseen that out of the enrollment in these Bible schools there will come forth many potential Christian workers.

3. The ministerial training Bible schools with the definite objective to prepare their graduates for the ministry—pastors, shepherds of congregations, evangelists and Bible women—who know how to do personal work and to instruct others in the Word of God. The elementary Bible school course is a prerequisite to this terminal Bible school.

4. The advanced leadership training Bible or theological schools on the seminary level so necessary to give the Lord's program on the fields the men with the necessary maturity, stability, spiritual discernment, life of prayer, thoroughly indoctrinated in Biblical truths, devoted and consecrated to guide and administer the work as a whole. These schools are to contain a larger and advanced curriculum appropriate for the training of men of academic and spiritual caliber who have proven themselves through the years as fruitful Christians and effective workers in the Kingdom. These schools will need to be operated separately and distinctly apart from the Bible training schools described in the preceding paragraph.



